



San Diego Geographic Information Source

Management Committee Meeting Minutes

This notice is given in accordance with the provisions of California Government Code section 54956.

Date: Tuesday October 27, 2009

Time: 9:30 am

Place: SanGIS
5469 Kearny Villa Road, Suite 102
San Diego, CA 92123

Meeting called to Order: 10:00 am

Meeting Adjourned: 12:00 am

Management Committee Members Present:

- Phyllis Chapin, City of San Diego Representative
- Ross Martin, County of San Diego Representative

Others Present:

- Brad Lind, SDDPC Program Manager for SanGIS

MEETING MINUTES

1. Approve Previous Meetings' Minutes

Minutes from the October 20, 2009 Management Committee meeting were reviewed and approved

2. Public Comment

No public comments were received

3. Staff Reports Review

- The Committee reviewed the Landbase Error and Maintenance Report and the Labor Categories Summary Report for the week ending October 25, 2009.

4. Review Financial Issues

- There were no invoices presented for review and approval at this meeting
- Per Phyllis' request at the last Management Committee meeting, Brad presented official evidence that the Special Districts Financial Report for SanGIS had been completed by the County Auditor's office. Brad provided a copy of the cover page of the report sent by the County.

- Phyllis reported that the second invoice from SanGIS is being processed for payment by the City. She also noted that the invoice from the City to SanGIS for labor hours may be delayed because of problems with the City's SAP implementation.
- Phyllis reported that the City is not currently requesting reductions in the SanGIS budget for this fiscal year. Other cuts may be proposed in December.
- The Committee discussed preparation of the FY2011 budget. Ross reported that he is expecting a 5% required cut by the County for FY2011. One item that needs to be included is a new backup system for the SanGIS infrastructure. Brad is to work on developing other budget needs for FY2011. The proposed budget needs to be completed by the end of December to meet City and County requirements.

5. SanGIS Administration, Business, and Operational Items

- Brad reported on the status of implementing the undocumented roads changes in the editing environment. The changes to the database (domain lookup tables and values) are mostly complete and staff is working on finishing the changes to the remote editing applications for County Sheriff and SD Fire. SanGIS has not yet received any data to enter on undocumented roads from either the County or the City.

Next steps are: 1) Complete changes to editing environment; 2) Roll out updated remote editing tool; 3) Notify City and County users; 4) Enter data provided by City and County users.

Phyllis reported that she has notified Laura Brenner at SD Fire that a Memorandum of Agreement (MOA) would be required from outside agencies that wish to use the undocumented roads data in their dispatch data sets.

- The Committee discussed the recent announcement for 2010 Cooperative Agreement Program (CAP) grants through the Federal Geographic Data Committee. The Committee agreed that SanGIS replication of datasets to City, County, and SanGIS websites could fall under the CAP Category 2 (Framework Data Exchange through Automated Geo-Synchronization). Ross reported that USGS may be willing to team with SanGIS on this proposal and that we should set up a meeting to discuss this with him.

Brad reported that the official proposal for the CAP grants is 99 pages long. The Committee agreed that there were some questions about the return on investment for generating this proposal and about what the costs might be. The Committee directed Brad to develop some estimates for creating the proposal. Remaining discussion was tabled until the next Management Committee meeting.

- Ross brought forth a proposal by the County Department of Planning and Land Use (DPLU) to provide direct edit access of road names in the SanGIS edit environment. DPLU claims the update process needs revisions from the current methods they use and they would like to provide direct input to the SanGIS database. Brad noted that current remote editors are not allowed to change road names and that there is a written process at SanGIS for this important function.

After further discussion it was decided that Brad would contact the County Road Name coordinator and see if there was anything SanGIS could do to facilitate resolving any current problems. Ross will discuss this further with DPLU staff and, if needed, set up a meeting with SanGIS to discuss further changes.

- Brad reported that the last replacement tile from Eagle Aerial has been received but that SanGIS is still waiting on delivery of the compressed MrSID files.

6. Discuss SanGIS Board Action Items Assigned to Management Committee

- Brad reported that the County's contractor is still working on an estimate for the space improvements requested at the new SanGIS location at the County Annex.

7. Other Items

- Brad will be on vacation next week (Nov 2 through Nov 6). The Committee voted to cancel the November 3 Management Committee meeting.

Minutes prepared by: Brad Lind, SanGIS Program Manager

November 9, 2009

These minutes are approved by: Signature


Date:

Ross Martin
SanGIS Management Committee



11/09/2009

Phyllis Chapin
SanGIS Management Committee



11/09/2009